

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: November 28, 2011
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Budget and Finance

- Please note the following upcoming meetings:
 - Monday, December 19, 2011, 6:00PM – Budget Workshop on Debt Services and the Capital Improvement Program
 - Monday, January 23, 2012, 6:00PM – Budget Workshop

Council Requests for Information/Council Business

- *Police Activity Report* – As requested, I have worked with SGT Cournoyer to develop a police activity report to provide the Council with more detailed information regarding calls for service and other police activity in Mansfield (see separate handout). Please review the report and we can discuss whether it suits the needs of the Council.

Departmental/Division News

- Town Manager's Office
 - *Early Childhood Services Coordinator* – Today, November 28th Kathleen Krider began work as the Early Childhood Services Coordinator in the Department of Human Services replacing Sandy Baxter, who recently retired. Ms. Krider worked previously as the director of the Mt. Hope Montessori School, and will be responsible for managing the State Department of Education School Readiness Grant and the William Caspar Graustein Early Childhood Discovery grant.
 - *UConn Police Chief Search* – As you recall, the University has invited members of the Town Council to meet with the finalists for the UConn police chief position, as the candidates visit campus over the next few weeks. The next meeting will be held on December 6, 2011 at 1:15PM, location TBD. Please let me know if you plan to attend this meeting.

Major Projects and Initiatives

- *\$610,000 HUD Grant* - On November 21, 2011, Congressman Joe Courtney announced that the Town of Mansfield secured a \$610,000 grant from the U.S. Department of Housing and Urban Development (HUD) to proactively plan for growth resulting from the new technology park at the University of Connecticut and ensure long-term sustainability of the Town. The grant will be used to create a Sustainable Development and Green Building Action Plan, prepare a Housing and Economic Development Strategy, and ensure that zoning regulations support housing choice and business growth by identifying and removing regulatory barriers in the development process. Congressman Courtney strongly supported the Town of Mansfield's grant application and wrote to HUD urging the agency to approve the funding

that was secured today. Through this long-term sustainability planning process, the Town hopes to: expand community participation, increase the number of housing units affordable to the general workforce, facilitate job creation, and preserve agricultural land while allowing farmers to recognize value from land holdings.

- *Interstate Reliability Project* - The Interstate Reliability Project Open House will be held on December 8th, from 6:00PM to 8:00PM, at the Mansfield Community Center, 10 South Eagleville Road. Earlier this month invitations were mailed to residents and businesses along or near the proposed route. The intent of the municipal consultation period, which is prior to the filing of an application with the CT Sting Council, is to gather input from municipal officials and residents in towns where the proposed project would be located. The open houses are one mechanism used to gather those comments. It is anticipated that the siting application will be filed by the end of the year. As part of that process, any comments received from municipalities and residents on the project will be included. Please see item number 15 in your packet for more information.
- *Local First Mansfield Holiday Campaign* – The Town of Mansfield and the Mansfield Downtown Partnership have developed a new initiative entitled "Local First Mansfield" to encourage residents to think of the many locally-owned businesses in Mansfield first as they shop this holiday season. Local First Mansfield began Saturday, November 26 and will continue through Saturday, December 31. Residents are encouraged to consider visiting one of the locally-owned businesses in Mansfield for purchases ranging from holiday gifts to home improvement supplies. Participating businesses will have posters in their stores or place of business and will be listed in the Business section of the Town's website, www.mansfieldct.gov. While shopping, residents can enter their name into a drawing for prizes from participating businesses; the drawing will be held in January, with details to be announced in the coming weeks. For announcements about Local First Mansfield and information from participating businesses, visit <http://localfirstmansfield.blogspot.com>. Businesses that are interested in participating may contact the Partnership office (860.429.2740 or mdp@mansfieldct.org) to sign-up or for more information. There is no fee to participate. Please see item number 13 in your packet for more information about this initiative.
- *Police Study* – The Town Council meeting on the Police Study has been postponed until December 12, 2011 to allow the Police Services Study Steering Committee additional time to finalize the report.

Upcoming Meetings*

- Mansfield Downtown Partnership Board of Directors, December 1, 2011, 4:00PM, University of Connecticut Lodewick Visitors Center
- **Welcome Reception for UConn President Susan Herbst**, December 5, 2011, 4:00PM, Mansfield Community Center (10 South Eagleville Road)
- Personnel Committee, December 5, 2011, 6:00PM, Conference Room B, Audrey P. Beck Municipal Building
- IWA/Planning and Zoning Commission, December 5, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Four Corners Water and Wastewater Advisory Committee, December 5, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Mansfield Advocates for Children, December 7, 2011, 4:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Mansfield Community Campus Partnership, December 8, 2011, 4:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Sustainability Committee, December 8, 2011, 5:00PM, Conference Room B, Audrey P. Beck Municipal Building

- Community Quality of Life Committee, December 8, 2011, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Board of Education, December 8, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Housing Code Board of Appeals, December 12, 2011, 5:00PM, Conference Room C, Audrey P. Beck Municipal Building
- Finance Committee, December 12, 2011, 6:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Town Council, December 12, 2011, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*